

Minutes of: PARKS AND RECREATION COMMISSION
Time of Meeting: 5:30 P.M.
Date of Meeting: March 16, 2009
Place of Meeting: Senior Center

CALL TO ORDER

Chairperson Lyons called the Regular Meeting to order at 5:32 p.m.

ROLL CALL

Present: Chairperson Lyons, Commissioners Craig, Comstock, Farley, Martyns

[Commissioner Martyns arrived at 5:38 p.m.]

Absent: Commissioners Cooper and Proulx

Staff Members Present:

Brian Albright, Parks and Recreation Director
Sue Spickard, Recreation Services Manager
Mick Calarco, Recreation Services Manager
Kyle Lancaster, Parks Superintendent
Bonnie Elliott, Recreation Area Manager
Lolly Sangster, Management Analyst
Kevin Granse, Recreation Supervisor
Michele Hardy, Senior Office Specialist

APPROVAL OF MINUTES

ACTION: On motion by Commissioner Comstock, the Minutes of the regular meeting held on February 2, 2009 were approved.
AYES: Chairperson Lyons, Commissioners Comstock, Craig, and Martyns
NOES: None
ABSTAIN: Commissioner Farley
ABSENT: Commissioners Cooper and Proulx

INTRODUCTIONS

None.

PRESENTATIONS

None.

PUBLIC OPEN FORUM

George Woolridge, 2890 Ranch Pancho, Carlsbad, spoke on an item not listed on the agenda. He is on the Board of Directors of the Friends of the Leo Carrillo Ranch. His issue addressed the CIP budget for the completion of the barn at Leo Carrillo Ranch. He stated that contractors are very competitive because of the economy downturn and now would be a great opportunity to complete this project. Mr. Woolridge requested that this project be placed on the City Council's agenda.

Commissioner Farley asked the City staff how many visitors come to Leo Carrillo Ranch. Mick Calarco, Recreation Services Manager, stated that there are approximately 24,000 visitors annually.

Brian Albright, Parks and Recreation Director, stated that City capital projects have been phased out to two years. He suggested that this be placed on a future agenda to be discussed further.

CONSENT CALENDAR

1. **AB # 0309-1 SUMMARY REPORT (ACTION)**

To accept, approve and file the February 2, 2009 Parks and Recreation Commission Meeting Summary Report.

2. **AB # 0309-2 RECEIPT OF DONATIONS – 2009 Teen Scene: Battle of the Band In-kind Donations (ACTION)**

Recommend acceptance of in-kind donations by the City Council in support of Special Event programs in the amount of \$4,605.

3. **AB # 0309-3 RECEIPT OF DONATIONS – 2009 Volunteer Contributions In-kind Donations (ACTION)**

Recommend acceptance of in-kind donations by the City Council in support of the Magee House Rose Garden in the amount of \$2,950.

ACTION: On motion by Commissioner Comstock, AB #0309-1, AB #0309-2, and AB #0309-3 of the consent calendar were approved.

AYES: Chairperson Lyons, Commissioners Craig, Comstock, Farley, and Martyns

NOES: None

ABSTAIN: None

ABSENT: Commissioners Cooper and Proulx

DEPARTMENTAL REPORTS

4. **AB # 0309-4 DIRECTOR'S REPORT (INFORMATION)**

Brian Albright, Parks and Recreation Director, reported on recent and upcoming events and project work in the Department which include the following:

- **Cost Recovery Pyramid**

Council received an update on the project at their recent retreat. The department also conducted a focus group at Carlsbad High School. The consultant Greenplay is preparing a final report that will be presented to Council in May 2009.

- **Poinsettia Tennis Program Public Meeting**

More than 70 people attended the public meeting on February 5, 2009 to discuss a future tennis program at Poinsettia Park. New guidelines for court sign-in and play will be posted at the park. Staff is working on a request for proposal for a public/private partnership to operate a tennis program that we hope to have in place before the end of the calendar year.

- **CPRS Awards for Two Parks and Recreation Staff Members**

Two Parks and Recreation staff members received awards from the California Parks and Recreation Society. Recreation Area Manager, Gian Lauro received the full-time professional award and Recreation Leader, Eileen McNary received the part-time professional award.

- **Leo Carrillo Ranch Projects**

The barn stabilization project is nearly complete. Construction on the patio area expansion is underway.

- **Future Alga Norte Park**

Council reaffirmed Alga Norte Park as one of their top priorities. Staff has been directed to update the construction cost estimate and return to Council with a presentation.

- **Budget Update**

Parks and Recreation will operate throughout the remainder of the fiscal year with a 5% reduced budget. It is anticipated that the City will reduce the FY09-10 budget by an additional 5% based on revenue shortfalls due to the economy.

- **Drought Update**

In April the City will elevate to level II drought alert. Water usage at parks will be restricted and some planted areas may begin to deteriorate.

- **Envision Carlsbad Community Meeting**

Upcoming community meetings for Envision Carlsbad are scheduled in each City quadrant as follows:

March 23, 2009 at the Safety Center

March 25, 2009 at Tri City Wellness Center

April 15, 2009 at Aviara Oaks Elementary School

April 16, 2009 at the Senior Center

The time for each meeting is 6:00 p.m. – 8:30 p.m.

- **Events Completed Last Month**

February 26, 2009 – Pacific Ridge Trail Project

March 12, 2009 – Citizen's Academy (Community Services)

March 14, 2009 – Carlsbad Oaks North Business Park Trail Project

- **Upcoming Events**

March 21, 2009 – Carlsbad Loves Kids @ Stagecoach Community Park, 10am-1pm

April 11, 2009 – EGGstravaganza @ Poinsettia Community Park, 10am-1pm

April 18, 2009 – Earth Day clean-up @ Buena Vista Creek Preserve, 9-11am

April 25, 2009 – Arbor Day clean up @ Hosp Grove, 8:30-11am

- **Parks Tour**

Several commissioners have expressed interest in a tour of Carlsbad Parks and Recreation facilities. Staff is available to provide the tour once a date has been selected.

5. **AB # 0309-5 RECEIPT OF DONATION – 2009 Leo Carrillo Ranch General Donation (ACTION)**

Kevin Granse, Recreation Supervisor, made a presentation on this item. He explained that Marley White, a volunteer, made a donation to the Leo Carrillo Ranch in the amount of \$5,000. He explained that the donation will be used for specific park projects which include a windscreen shade structure for existing picnic area, a new exhibit case for interpretive displays, and a log splitter to assist staff with firewood for the visitor center.

ACTION: On motion by Commissioner Comstock, AB #0309-5 to accept a report from staff regarding a donation from Marley White and recommend acceptance of donation by the City Council was approved.

AYES: Chairperson Lyons, Commissioners Craig, Comstock, Farley, and Martyns

NOES: None

ABSTAIN: None

ABSENT: Commissioners Cooper and Proulx

6. AB # 0309-6 CHASE FIELD CONCESSION STAND UPDATE – (INFO)

Bonnie Elliott, Recreation Area Manager, presented an update on the Chase Field Concession Stand. She stated that at the October 20, 2008 Parks and Recreation Commission meeting she gave a report on the concession stand. Ms. Elliott explained that several modifications have been completed by staff within the last four to five months which include:

- Selective roof fascia replaced and painted; exterior walls power washed
- Exterior concession ledge repaired and repainted
- Exterior doors repainted
- Selective interior lighting lamps replaced
- Urinal replaced and related tile repaired
- Mis-positioned interior electrical outlet sealed and new electrical outlets added
- Installed new, larger capacity water heater
- Removed old refrigerator for more shelving

She further explained that further renovations to Chase Field Concession Stand should be placed on hold in these economic times.

7. AB # 0309-7 PARKS & RECREATION COMMISSION MEETING LOCATIONS (ACTION)

Sue Spickard, Recreation Services Manager, presented an update on this item. She explained that in order to engage the Carlsbad community more in a dialogue about Parks and Recreation Operations and activities, staff suggests that meetings be hosted at various Parks and Recreation facilities throughout the community. The following meeting location schedule was proposed:

- April 20, 2009 – Senior Center
- May 18, 2009 – Magee Park – Heritage Hall
- June 15, 2009 – Harding Community Center – Recreation Hall
- July 20, 2009 – No meeting – summer recess
- August 17, 2009 – Carlsbad Water Recycling Facility
- September 21, 2009 – Stagecoach Park Community Center
- October 19, 2009 – Calavera Hills Community Center
- November 16, 2009 – Senior Center
- December 2009 – Leo Carrillo Ranch (date to be determined)

Commissioner Martyns suggested that the location of the Parks and Recreation Commission meetings be rotated for the next six months and then evaluate whether to continue a rotation schedule or go back to the City Council Chambers.

ACTION: On motion by Commissioner Martyns, AB #0309-7 to accept a report from staff regarding the Parks & Recreation Commission meeting locations for the next six months was approved.

AYES: Chairperson Lyons, Commissioners Craig, Comstock, Farley, and Martyns
NOES: None
ABSTAIN: None
ABSENT: Commissioners Cooper and Proulx

COMMITTEE/CITY COUNCIL REPORTS

None.

AGENDA ITEMS FOR FUTURE COMMISSION MEETING

1. Leo Carrillo Ranch Historic Park – CIP update
2. Alga Norte Park update at April meeting
3. Trail sponsors – Brian Albright to provide information at next meeting
4. Adopt-A-Trail program

ADJOURNMENT

ACTION: On motion by Commissioner Comstock to adjourn the Regular Meeting at 6:47 p.m.
AYES: Chairperson Lyons, Commissioners Craig, Comstock, Farley, Martyns
NOES: None
ABSTAIN: None
ABSENT: Commissioners Cooper and Proulx

Respectfully submitted,

Michele Hardy
Minutes Clerk